

**POMONA UNIFIED SCHOOL DISTRICT  
HEALTH SERVICES & PROGRAMS**

**Head Lice (Pediculosis)  
Procedure for Health Service Assistants**

**STEPS:**

1. Identify active case of head lice (live louse). Adult head lice are grey and brown, wingless insects approximately 1/8 inch in length. Parting the hair and examining near the scalp, most commonly near ears and back of neck can detect live lice.
  - **If live lice are identified, call the parents to pick up student.**
  - Finding only nits (eggs) and **no live lice**—child is **not** excluded. Parent is still contacted for treatment verification and removal of nits.
2. Check siblings for **live lice**. Siblings are **not** to be excluded unless live lice are found.
3. Check classroom **only** if recommended by the School Nurse.
4. Exclude child who has **live lice** with referral for appropriate care. Give a copy of the brochure “A Parent’s Guide to Head Lice” and “Directions for Parents” (Section VI, page 16-21)
5. Assure that the parent understands treatment protocol and has a resource for treatment.
6. Send letter home for all classmates if four cases of live lice are found in one classroom or if directed by the School Nurse.
7. Parents are expected to treat their affected child immediately and return the student to school the next day, **lice free**. Contact your School Nurse if the student does not return the next day.
8. Re-admit to school if **lice free**. Place child’s name on “Lice Occurrence Log” and recheck child’s head in 7-10 days. If live lice are present when rechecked, ask parent what type of treatment they used (see list of treatments for lice), and then repeat steps 1-7. Please contact your School Nurse to evaluate individual cases of repeated occurrences.

SECTION 6